

DRAFT

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**CLEMSON UNIVERSITY
CLASSIFIED STAFF SENATE MINUTES
Tuesday, March 12, 2002, 10:00 AM
Hendrix Student Center, McKissick Theatre**

Present: Ron Addis, Larry Addis, Nancy Allgood, Suzanne Atkinson, Samantha Bass, Jerry Beckley, Brian Becknell, Barbara Bergman, Roxanne Bernard, Diana Bourgeois, Deanna Burns, Harold Campbell, Linda Cocke, Annice Cope, Patricia Dobey, Michael Edwards, Corey Ferrier, Gary Gaulin, Dexter Hawkins, James Hood, Heather Irwin, Billie Jones, Emma Knight, Jean Kopczyk, Linda Landreth, Cindy Long, Sandra Parker, Jenny Peay, Steve Perry, Karen Pope, Lori Rhoetter, Dan Schmiedt, Tracy Smith, Charlotte Swafford, Herb Taylor, Terri Vaughan, Patty Warner, Suerea Wooten

Absent: Denise Bell, Lynn Boiter, Odean Bush, Rick Clark, Rachel Hawkins, Wendy Howard, Bobby Jordan, Phil Landreth, Robin Lay, Judy Link, Julia McBride, Rita McConnell, Cindy Owens, Gary Pye, Steven Shiflet, Bill Shivar, Wanda Smith, Christine Sober, James Williams

Guests: Olivia Shanahan

President Jerry Beckley called the meeting to order at 10:10 AM and welcomed the 2002-2003 new Senators to the Classified Staff Senate.

1. Approval of Minutes: The minutes for the February 12, 2002 meeting were approved without objection.

2. Open Commentary: None.

3. President's Report: Comments from Jerry Beckley

- A. Academic Council:** Dexter Hawkins reports that undergraduate applications are about the same as last year. Dr. Debra Jackson restated that the SACS committee would be on campus March 11 - 14.
- B. Administrative Council:** Lawrence Nichols, CHRO, will be bring the Staff Ombuds request to the Council later this month. Early discussions seem to be indicating that if the position is approved, it most likely will be proposed as a part-time position.
- C. Board of Trustees:** The Board will meet in April. Jerry plans to introduce Dexter Hawkins as the 2002-2003 CSS President.
- D. Legislative Affairs:** Dexter Hawkins reports: 1) The proposed 2002-2003 budget plan from the South Carolina House of Representatives does not cut funding for E&G (4% midyear take back means 4% total cut), but the proposed budget does cut PSA approximately 8.4% including a take back last year. The Senate is currently working on their budget proposal. 2) Two supporters of Clemson University, Bud Webb and Al Robinson, will not seek re-election to the South Carolina House of Representatives. 3) Angie Leidinger was named CU's Director of Governmental Affairs. She will start March 25 and work out of Columbia.
- E. President's Cabinet:** Jerry reports that the Cabinet did not meet due to the SACS visit. The SACS committee will hold an exit conference at the Strom Thurmond Institute at 8:30AM on Thursday, March 14. This event is open to all CU personnel.
- F. Other:**
 - 1. Lawrence Nichols:** None.

4. Treasurer's Report: Cindy Long reports the Endowment currently totals approximately \$144,000 following the deposit of the proceeds from the golf tournament and the fall bake sale. The balance in our Other account is roughly \$7,000 which is being earmarked for set-up expenses of the CSS office. Vending money balance is approximately \$3,500. Expenses for the annual luncheon will come out of the Vending account. The report was approved unanimously.

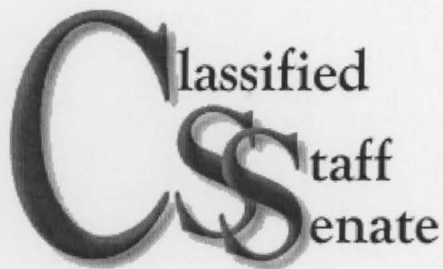
5. Committee Reports

A. Standing Committees

- 1. Membership:** Nancy Allgood welcomed new Senators to the Classified Staff Senate. Luncheon plans are progressing on schedule. All Senators must RSVP. Jerry thanked Nancy for coordinating the New Member Orientation.
- 2. Communications:** No report was given.
- 3. Policy & Welfare:** Patty Warner reports that the committee met with a representative from Fike Recreation Center to discuss the possibility of Fike facilities being made available to faculty and staff for either reduced or no fees. The current fee for faculty and staff is \$100/year. Patty will draft the committee's recommendations in time to be discussed at the March Executive Committee meeting. Roxanne Bernard will assume the chair position on Policy & Welfare beginning in April.

4. **Scholarship:** Larry Addis reports that early support from sponsors is indicating another extremely successful tournament. Anyone having any business or corporate contacts is urged to contact Larry. The committee is lining up the prizes/raffles and still need donations. Gateway has agreed to donate either a desktop or laptop as the big raffle prize. Larry commended all the Scholarship and Activities Committee members for lining up sponsors for this year's tournament. The tournament is Friday, May 17 at The Walker Course. Volunteers are needed to help out the day of the tournament. Everyone is encouraged to come to the tournament and have a good time.
5. **Activities Committee:** Committee members have been a tremendous help to both the Membership Committee in preparation of the awards luncheon and the Scholarship Committee with the golf tournament.
- B. **Ad Hoc Committee on Evaluation & Performance:** Jerry Beckley reports the committee is currently reviewing a mock policy and EPMS form. April's meeting will focus on critiquing the drafts. Jerry hopes to present the committee's recommendations to the CSS in June/July 2002.
- C. **University Committees**
 1. **Accident Review Board:** Gary Pye reports they have not met.
 2. **Athletic Council:** Brian Becknell reports the council continues to examine which subcommittees are still viable according to NCAA and SACS guidelines. The committee will be appointing a new Chair in the near future.
 3. **Bookstore Advisory:** Cindy Long reports a tentative meeting has been scheduled for April.
 4. **Budget Council:** Has not met.
 5. **CATS:** No report was given.
 6. **President's Commission on the Status of Black Faculty & Staff:** Sandra Parker reports the Commission will not meet this month.
 7. **Council on Community & Diversity:** Has not met.
 8. **Faculty Senate Budget Accountability:** Has not met.
 9. **Human Resources Advisory:** No report was given.
 10. **Joint City/University:** No report was given.
 11. **Library Advisory:** Diana Bourgeois reports the committee will meet later today. She will submit a report for the April meeting.
 12. **Parking Advisory:** Barbara Bergman reports the committee met for 3 hours last week to discuss 'Ten Principles of Parking'. She thanked everyone for their responses. The University has hired outside consultants to study the parking situation. The 'Ten Principles of Parking' will be reviewed by the consultants.
 13. **President's Commission on the Status of Women:** Cathy Bell reports that Marsha Nobles, Class of '65 Clemson graduate and Alumni Fellow, was a guest speaker at the Commission's February 22nd meeting. Nominations for the Commission's Awards have been received and the recipients will be honored at a reception in the Strom Thurmond Institute on March 14.
 14. **Recreation Advisory:** Steve Perry will submit the committee information at the April meeting.
 15. **SACS Committee on Physical Resources:** Dexter Hawkins reports that the SACS review committee would interview Physical Resources during their campus visit.
 16. **Substance Abuse Advisory Committee:** No report was given.
 17. **SCSEA:** No report was given.
6. **Unfinished Business**
 - A. **Staff Ombuds:** Brian Becknell voiced a shared concern that although a staff ombuds needs to have a working knowledge of Human Resources policies, this position should remain independent of HR.
7. **New Business**
 - A. **Search Procedure Guidelines,** Office of Access & Equity: Byron Wiley, Director of Access & Equity, has drafted detailed procedural guidelines for employee searches and has asked for input from the Classified Staff Senate. Each Senator received a copy of the draft and asked to submit comments to Kathy Hensen prior to the April meeting. A discussion and vote on the document will be included on the CSS April agenda.
 - B. **Nominations for Officers:** The nominations were made: Linda Landreth, Parliamentarian; Cindy Long, Treasurer; Charlotte Swafford, Secretary; and Phil Landreth, President-Elect. Nominations will be taken at the April meeting prior to the vote.
8. **Announcements**
 - A. **Standing Committee Assignments:** All Senators, new and continuing, should sign up for their choice of Standing Committee. Those who fail to indicate their preference will be assigned to a committee by the Executive Committee.
9. **Adjournment:** President Jerry Beckley adjourned the meeting at 10:53 AM.

NEXT MEETING: Tuesday, April 9, 2002, Madren Center, Ballroom A, 10:00 AM immediately followed by the Annual Awards Luncheon in Ballroom B.



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**CLEMSON UNIVERSITY
CLASSIFIED STAFF SENATE AGENDA**

Tuesday, March 12, 2002, 10:00 AM
Hendrix Student Center, McKissick Theatre

1. **Approval of Minutes**
2. **Open Commentary**
3. **President's Report:** Comments from Jerry Beckley
 - A. **Academic Council:** Dexter Hawkins reports that undergraduate applications are about the same as last year. Dr. Debra Jackson restated that the SACS review committee would be on campus March 11 - 14.
 - B. **Administrative Council**
 - C. **Board of Trustees**
 - D. **Legislative Affairs:** Dexter Hawkins reports: 1) The proposed 2002-03 budget plan from the South Carolina House of Representatives does not cut funding for E&G (4% midyear take back means 4% total cut), but the proposed budget does cut PSA approximately 8.4% including a take back last year. The Senate is currently working on their budget proposal. 2) Two supporters of Clemson University, Bud Webb and Al Robinson, will not seek re-election to the South Carolina House of Representatives. 3) Angie Leidinger was named CU's Director of Governmental Affairs. She will start March 25 and work out of Columbia.
 - E. **President's Cabinet**
 - F. **Other:**
 1. **Human Resources:** Lawrence Nichols
4. **Treasurer's Report:** Comments from Cynthia Long
5. **Committee Reports:**
 - A. **Standing Committees:**
 1. **Membership:** Nancy Allgood
 2. **Communications:** Wendy Howard
 3. **Policy & Welfare:** Patty Warner
 4. **Scholarship:** Larry Addis
 5. **Activities:** Lynn Boiter/Gary Pye
 - B. **Ad Hoc Committee on Evaluation & Performance:** Jerry Beckley
 - C. **University Committees:**
 1. **Accident Review Board:** Gary Pye reports they have not met.
 2. **Athletic Council:** Brian Becknell
 3. **Bookstore Advisory:** Cindy Long reports a tentative meeting has been scheduled for

April.

4. **Budget Council:** Karen Pope
5. **CATS:** Robbie Nicholson
6. **President's Commission on the Status of Black Faculty & Staff:** Sandra Parker reports the Commission will not meet this month.
7. **Council on Community & Diversity:** Linda Cocke reports they have not met.
8. **Faculty Senate Budget Accountability:** Jerry Beckley
9. **Human Resources Advisory:** Emma Knight
10. **Joint City/University:** Robin Page
11. **Library Advisory:** Diana Bourgeois
12. **Parking Advisory:** Barbara Bergman
13. **President's Commission on the Status of Women:** Cathy Bell reports that Marsha Nobles, Class of '65 Clemson graduate and Alumni Fellow, was a guest speaker at the Commission's February 22nd meeting. Nominations for the Commission's Awards have been received and the recipients will be honored at a reception in the Strom Thurmond Institute on March 14.
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15. **SACS Committee on Physical Resources:** Dexter Hawkins reports that the SACS review committee would interview Physical Resources during their campus visit.
16. **Substance Abuse Advisory Committee:** Charlotte Swafford
17. **SCSEA:** Mary Jo Williams
6. **Unfinished Business**
7. **New Business**
 - A. **Search Procedure Guidelines,** Office of Access & Equity
 - B. **Nominations for CSS 2002-03 Officers**
8. **Announcements**
9. **Adjournment**

NEXT MEETING: Tuesday, April 9, 2002, 10:00 AM, Madren Center



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